

THE EXECUTIVE DINING ROOM

Purpose

1. To provide a secure place for official luncheons.
2. To provide a secure place for key personnel of CIA to meet, eat, and become better acquainted on an informal basis.

Membership:

Upon recommendation by the appropriate Deputy, approval by DCI, and payment of the entrance fee, key personnel may become members of the Executive Dining Room.

Fees:

1. Entrance fee: \$20.00, payable on acceptance, refundable upon withdrawal of membership.
2. Official luncheons: These shall be luncheons honoring a person or persons of intelligence value who are not officers or employees of the United States Government. All CIA personnel attending official luncheons shall be charged at the flat rate of \$1.00 per meal.
3. Other luncheons: Paid on a monthly basis to the Mess Officer, at the rate of \$1.35 per meal. (If enough members participate on a regular basis, it is probable that the cost of each meal can be reduced.)

Reservations:

1. Special luncheons:

- a. May be held at the direction of the DCI or DDCI.
- b. May be recommended by CIA personnel, where it is appropriate for the DCI or DDCI to be host, to honor persons who have been of exceptional service to CIA.
- c. The DD/P, DD/I, DD/S, IG or SA/PC may reserve the dining room for an official luncheon at which they desire to preside or delegate a member of their staff to preside on their behalf.

2. Regular luncheons:

It is the responsibility of each member to reserve his place by not later than 1100 hours on the day of the luncheon by calling Extension 793. Reservations made and not cancelled by 1200 hours will be charged as meals taken. (Normal luncheon time is 1300 hours.)

Should more members seek reservations than space available, the places shall be reserved according to a "first reserved, first served" basis, except that the DCI, DDCI, DD/P, DD/I DD/S, IG, and SA/PC shall have precedence.

Guests:

Subject to available space, members may bring guests. The member shall be charged for the meal, except that if the guest is of importance to the intelligence effort and not an officer or employee of the U. S. Government, the cost of the meal shall be paid from official funds.